

ARB NOTICE

No. 2

Issue 8.

1st February, 1969.

RENEWAL OF AIRCRAFT MAINTENANCE ENGINEERS' LICENCES

- 1 Licences are normally valid for a period of twelve months and will be renewed on application provided that, during the 24 months preceding the date of expiry of the licence, the holder has exercised the privileges of the licence or been engaged, for periods totalling at least six months, on work which can be considered as comparable with the duties and privileges for which the licence is rated. Where these conditions have not been fulfilled the engineer may maintain the validity of his licence by complying with the current requirements for the grant of a licence.
- 2 A licence which has lapsed for more than two years will not be considered for renewal without examination of the holder. Application should be made in accordance with the current procedure. The extent of the examination would be dependent on the nature of the employment of the holder since the licence expired, and the degree to which such duties could be considered as comparable to those for which the licence is endorsed.
- 3 The ARB is anxious that there should be close liaison between its Surveyors and Aircraft Engineers, and engineers should, in their own interests, keep in close touch with the ARB Surveyor stationed nearest their place of employment. When changing their place of employment engineers should, if possible, notify the Surveyors at the ARB Office in the area which they are leaving; they should, in any case, notify the Surveyors at the Office nearest their new place of employment. A list of ARB Offices is given overleaf.

- 4 Engineers should note that, approximately one month before the expiry date of the licence, the ARB will forward a renewal form (ARB 302) to each licence holder at the last private address registered with the ARB. Licences cannot be back-dated and, for a licence to remain in force, application for renewal must be received by the ARB prior to the date of expiry of the licence. Renewal of expired licences can be effected only as from the date of receipt of an acceptable application and fee at Brabazon House. In order to be sure of receiving the renewal form and other communications, engineers should notify changes of private address direct to ARB Head Office.

United Kingdom

Head Office:

**Air Registration Board,
Brabazon House, Redhill, Surrey.**
Tel. Redhill 65966. Telex: 27100

Technical Publications Dept.:

**Air Registration Board,
Greville House, 37 Gratton Road, Cheltenham, Glos.**
Tel. Cheltenham 27828.

Area Offices:

**Air Registration Board,
Glamorgan (Rhoose) Airport,
Rhoose, Barry, Glamorgan.**
Tel. Rhoose 687.

**Air Registration Board,
c/o Short Brothers & Harland Ltd., Queens Island,
Belfast, N. Ireland.**
Tel. Belfast 58444, Ext. 242.

**Air Registration Board,
Rooms 4, 5 and 6, Hammond House, Coventry Road,
Sheldon, Birmingham, 26.**
Tel. 021-743 2572 and 021-743 3009.

**Air Registration Board,
c/o British Aircraft Corporation Ltd.,
Filton Division, Filton House, Bristol.**
Tel. Bristol 693831, Ext. 240.

**Air Registration Board,
East Midlands Airport,
Castle Donington, Derby DE7 2SA.**
Tel. Castle Donington 621, Ext. 279.

**Air Registration Board,
Greville House, 37 Gratton Road,
Cheltenham, Glos.**
Tel. Cheltenham 59352.

Air Registration Board,
c/o British Aircraft Corporation Ltd.,
Weybridge Division, Bournemouth (Hurn) Airport,
Christchurch, Hants.
Tel. Northbourne 3201, Ext. 139.

Air Registration Board,
1st Floor, Silver House, Silver Street, Doncaster.
Tel. Doncaster 2303.

Air Registration Board,
Hatfield Aerodrome, Hatfield, Herts.
Tel. Hatfield 62345, Ext. 241.

Air Registration Board,
Room 43, Building 99,
Gatwick Airport South,
Horley, Surrey.
Tel. Crawley 27276 and 27277.

Air Registration Board,
25 Derby Road, Huyton, Lancs.
Tel. 051-489 6131.

Air Registration Board,
Heathrow Airport, London, Hounslow, Middlesex.
Tel. (B.O.A.C. Office) Skyport 1992/3.
(B.E.A. Office) Skyport 3131, Ext. 4412 and 4405.

Air Registration Board,
Perth Aerodrome, Perth, Scotland.
Tel. Scone 51122, Ext. 54.

Air Registration Board,
28a Bedford Place, Southampton, Hants. SO1 2DB.
Tel. Southampton 21058.

Air Registration Board,
Municipal Airport, Southend-on-Sea, Essex.
Tel. Southend-on-Sea 544044.

Air Registration Board,
c/o British Aircraft Corporation Ltd.,
Weybridge Division, Weybridge Works, Weybridge,
Surrey.
Tel. Weybridge 48238 and 48239.

Overseas

Air Registration Board,
c/o Department of Civil Aviation,
P.O. Box 975, Nassau, Bahamas.
Cable Address. Bordair, Nassau.
Tel. Nassau 77315.

Air Registration Board,
c/o Office of the Controller of Transport and Civil Aviation,
P.O. Box No. 1203, Suva, Fiji.
Cable Address. Cooper, Civair, Suva.
Tel. Suva 23001.

Air Registration Board,
c/o Sud-Aviation, Usines de St. Martin, 31 Toulouse,
France.
Tel. Toulouse 42.99.21 and 42.99.71, Ext. 152.

Air Registration Board,
c/o Director of Civil Aviation,
Department of Civil Aviation,
Kai Tak Civil Airport, Kowloon, Hong Kong.
Cable Address. Wray, Aircivil, Hong Kong.
Tel. Hong Kong 820211, Ext. 310.

Air Registration Board,
Office of the Director of Civil Aviation,
P.O. Box 30163, Nairobi, Kenya, East Africa.
Cable Address. Bordair, Nairobi.
Tel. Nairobi 22315.

Air Registration Board,
Aviation Safety Division,
D.G.C.A., P.O. Box 17, Kuwait, Arabian Gulf.
Cable Address. Civair, Kuwait.
Tel. Kuwait 3804077, 39011, Ext. 538.

Air Registration Board,
c/o Department of Civil Aviation,
Civil Airport Building, Luqa, Malta G.C.
Cable Address. Bordair, Malta.
Tel. Malta 22924.

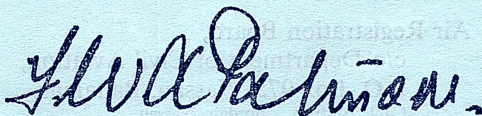
Air Registration Board,
P.M.B. 1029, Lagos Airport, Ikeja, Nigeria.
Cable Address. Bordair, Lagos.
Tel. Lagos 33037.

Air Registration Board,
Singapore Airport, Paya Lebar, Singapore, 19.
Cable Address. Johnson, Aircivil Singapore.
Tel. Singapore 82321.

Air Registration Board,
c/o Department of Civil Aviation, Terminal Building,
Piarco International Airport, Arouca, Trinidad, W.I.
Cable Address. Bordair Trinidad.
Tel. Trinidad 664-4251.

5 Cancellation This Notice cancels ARB Notice No. 2,
Issue 7, dated 1st August, 1968, which should be destroyed.

By Order of the Air Registration Board,



Secretary.

Brabazon House,
Redhill,
Surrey.